

FILED *Records**Office Memorandum* • UNITED STATES GOVERNMENT  
RECORDS DIVISION  
OFFICE

25X1A9a

DATE: 2 February 1954

TO : General Services Staff  
ATTN: [REDACTED]  
FROM : Area Records Officer, OSI

SUBJECT: Withdrawal and Destruction of material.

1. In the past OSI has submitted on a regular basis copies of "approved minutes for meetings of S & T Subcommittee". These items have been reviewed by Operations Staff, OSI and it has been determined that they need not be considered vital materials.

2. It is requested that items previously deposited be withdrawn from vital materials and destroyed by personnel stationed at the repository.

3. The attached sample may be destroyed, as it is a duplicate copy and is being forwarded as an aid in indentifying the material in question.

[REDACTED] 25X1A9a

OSI:FJB:mc (2 February 1954)

*Copy of this memo provided  
repository 5 Feb. 54.  
Action taken -*